

SALONI ARORA

ARCHITECTURAL DESIGNER - Planning & Design, Project Management & 3D Visualization

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📍 [Cambridge, ON](#)

in [LinkedIn](#)

SKILLS

- **Design & Drafting Software:** AutoCAD, Revit, SketchUp, ArchiCAD, V-Ray, Lumion and Grasshopper
- **Visualization Tools:** Adobe Photoshop, Illustrator, InDesign, Enscape, V-Ray Next, Lumion Rendering
- **Technical Expertise:** Construction Drawings, Material Specifications, Sustainable Design and Site Planning
- **Project Management Tools:** MS Project, Asana, Trello, Smartsheet, Resource Allocation, Cost Estimation
- **Other Tools:** MS Suite, Bluebeam Revu, Excel Sheets, GIS Mapping, PDF Markup Tools, Slack, Teams

WORK EXPERIENCE

Architectural Intern

Greywall Designs

April 2025 – Present

Kitchener, ON

- Coordinated and developed design documentation for 6+ residential and commercial projects, ensuring full compliance with local building Code, safety zoning bylaws, and client specifications, reducing revision cycles.
- Prepared highly detailed architectural permit drawings using tools like AutoCAD designs and Revit, achieving a 20% decrease in planning rejections and streamlining the overall submission process for regulatory approval.

Customer Service Associate

Circle K, (Part-Time)

September 2023 – Present

Cambridge, ON

- Managed and resolved 10+ customer inquiries per shift through in-person and phone support strategy, resulting in a 25% improvement in overall customer satisfaction and feedback scores over the 6-month operational period.
- Reconciled inventory for 100+ SKUs weekly, reducing management and reporting discrepancies by 15% and enabling more accurate significant demand forecasting for monthly stock orders valued at over \$20,000.

Architect

Gemini and Associates

August 2022 – August 2023

India

- Managed design documentation and interdepartmental coordination across six concurrent architectural projects, ensuring timely tendering, procurement, installation, and 30% adherence to client-mandated milestones.
- Diagnosed and resolved on-site design and installation conflicts with contractors, reducing project delays by 15% and maintaining compliance with safety protocols with technical specifications and engineering standards.

Architect

Creative Consortium

January 2021 – April 2022

India

- Assessed parallel design tasks, achieving 95% on-time client submission approvals and smooth execution by optimizing design review cycles and integrating multidisciplinary team feedback into final project drawings.
- Engaged closely with contractors, consultants, and suppliers to troubleshoot design discrepancies, decreasing rework by 20% and ensuring strict adherence to technical, structural, and aesthetic project requirements.

VOLUNTEER EXPERIENCE

- Coordinated logistics and public engagement for **Futuresauga Exhibit, Sheridan College, Ontario**, managing 12 urban design presentations, 8 stakeholder meetings, and collecting feedback from 250+ attendees.
- Collaborated in the implementation of the **Space for Grief public art installation, Method Collective, Toronto**, preparing 50+ materials, assisting 5 team members onsite, and ensuring adherence to 100% safety.

PROJECTS

Erin Mills Roots

Team Member

[Live Link](#)

- Developed 3 future-oriented urban concepts aligned with Mississauga's 2041 growth plan, integrating 25% more green spaces in the region and 10+ functional public zones to boost community engagement and resilience.
- Designed zoning layouts, mobility diagrams, and visual presentations with a 5-member team, optimizing residential, commercial, and recreational needs while ensuring 30% improvement in clarity of visual communication.

EDUCATION

Postgraduate Certificate in Urban Design

Sheridan College, Mississauga, ON

May 2024 – December 2024

Postgraduate Certificate in Project Management

Conestoga College, Kitchener, ON

September 2023 – April 2024

Bachelor of Architecture

Gateway College of Architecture and Design, India

August 2017 – July 2022

CERTIFICATIONS

- Certified Associate in Project Management (CAPM) – PMI